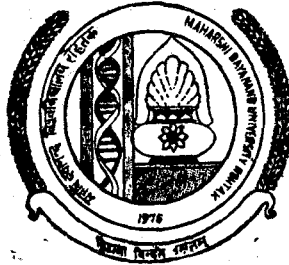


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~~Maharshi Dayanand University~~
Rohtak

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Ordinances, Syllabus and Courses of
Reading for
M.Phil. Commerce
Examination

Session—1999-2000

Available from :

Deputy Registrar (Publication)
Maharshi Dayanand University
Rohtak-124 001 (Haryana)

Price :

At the Counter : Rs. 50/-
By Regd. Parcel : Rs. 75/-
By Ordinary Post : Rs. 60/-

ORDINANCE : MASTER OF PHILOSOPHY EXAMINATION

1. The duration of the course of instruction for the M. Phil. examination shall be one year. The examination shall ordinarily be held annually in the month of April on the date fixed by the Vice-Chancellor. The dates fixed under this clause shall be notified to the respective Heads of the Departments.

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4. A person who has passed Master's Degree in a relevant subject of the M.D. University or an examination recognised as equivalent thereto with atleast second division (50% marks or Grade 'C' in the seven point scale) shall be eligible to seek admission to M.Phil. Course.

5. The examination in M.Phil. shall be open to a student whose name is submitted to the Registrar/ Controller of Examinations by the concerned Head of the University Department, he has most recently attended and produced the following certificates signed by the Head of the University Department :-

i) of having remained on the rolls of the University Department for the academic year preceding the examination;

- ii) of having attended not less than 65% of lectures delivered (the course to be counted upto the last day when the classes break up for the preparatory holidays) and having attended and participated in at-least six seminar organised by the Department during the academic year.
6. A candidate shall submit his admission application on the prescribed form with the required certificate duly countersigned by the University Head of the Department.
7. The amount of the admission fee for the Examination to be paid shall be as under:-

	Regular Students	Ex-Students
M.Phil. Arts	Rs. 100/- Plus (Rs. 100/-Dissertation and Rs. 25/- practical)	Rs. 115/-
M.Phil. Science	Rs. 110/- Plus (Rs. 100/- Dissertation and Rs. 25/- practical)	Rs. 125/-
M.Phil. Commerce	Rs. 100/- Plus (Rs. 100/- Dissertation and Rs. 25/- practical)	Rs. 115/-

A candidate reappearing in paper(s) shall pay fee as for the whole examination.

8. The medium of instructions shall be English except in case of Hindi where it shall be Hindi and in case of Sanskrit it shall be English or Hindi or Sanskrit.

The medium of Examination shall be as under :-

The questions paper shall be set in English Except in case of Hindi where these shall be set in Hindi and in case of Sanskrit where these shall be set in English or Hindi or Sanskrit. The candidates shall write their answer as under :-

- i) The subject under the Faculty of Social Sciences :-
Hindi or English
- ii) Faculty of Humanities
 - a) In case of English : English
 - b) In case of Hindi : Hindi
 - c) In case of Hindi/Sanskrit/English
Sanskrit

(In the case of dissertation of M.Phil. (Sanskrit), the option of writing the same in English, Hindi or Sanskrit may be allowed irrespective of the option the candidates may have offered for the theory papers.

- iii) The subjects under the Faculties of : English
Physical Sciences, Life Sciences
and Commerce & Business
Management
- iv) Faculty of Education : English/Hind

9. The examination for M.Phil shall consist of papers of 100 marks each and there shall be 150 marks for dissertation and 50 marks for viva-voce.

The evaluation of dissertation and viva-voce examination shall be done/conducted by the Board of Examiners consisting of one external examiner, the supervisor of the candidate. In case there is a dispute, the Head of the Deptt. will act as moderator and his decision will be final.

10. The evaluation of seminar may be held internally by the Dept. before the end of the Academic Year and the evaluation of select reading may be done at the time of viva-Voce or

dissertation by the external examiner. The Board of Examiners for evaluating the seminar shall be appointed by the Head of the Deptt. and shall consist of the supervisor of the candidate and two more teachers of the Deptts. participating in M.Phil. Course.

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12. A candidate who does not complete the requirements for the award of degree within the period of three years of his admission to the course shall be declared to be unfit for M.Phil. course of this University in the subject concerned. This is however, subject to Clause 15 below.
13. A candidate who has passed the M.Phil. examination obtaining less than 60% marks may reappear once in the next two years of passing the M.Phil. Examination in one or more theory paper(s) to improve the grade.
14. The subject of Dissertation/Project Work/Design Work of a candidate shall be approved by the Departmental M.Phil. Committee, consisting of the teachers participating in the M.Phil. teaching. The applications regarding the same and the synopsis thereof shall reach the Head of the Deptt. concerned by the dates to be notified by him for the purpose.
The Departmental M.Phil. Committee shall consider the topic/synopsis and approve the same with such modification as it may deem fit. The Head of the Deptt. shall also appoint Supervisor(s) for the dissertation.
15. The candidates will be required to submit the dissertation in the office of the Registrar/Controller of Examinations by the end of the academic year. However, the Head of the Deptt.

may grant a candidate, on genuine grounds, extension upto six months to submit the dissertation. The Vice-Chancellor may allow further extension in case the student is not able to complete his dissertation in the extended time. The dissertation in such cases, will be considered for the award of Degree in the next academic year.

16. The Examination shall be held according to the syllabus prescribed by the Academic Council. A candidate who fails in an examination, or having been eligible, fails to appear in an exam. who takes the Examination under Clause-11 shall unless approved otherwise by the Academic Council take the examination as an ex-student according to the syllabus prescribed for regular students appearing for that Examination, provided that the syllabus for the candidates appearing in the supplementary examination to be held in September/October shall be the same as was in force for the regular students in the last annual examination.
17. The minimum number of marks required to pass the M.Phil. Examination shall be as under:-
- i) 45% marks in each written paper/ practical.
 - ii) 50% marks in seminars/select reading.
 - iii) 50% marks in the aggregate.

Further the dissertation including viva-voce shall be adjudged as under:-

<u>Grade</u>	<u>Numerical value</u>
A+	9
A only	8
B+	7
B only	6
C+	5
C only	4
F	Fail

The result of a candidate shall be declared only if his dissertation etc. has been evaluated minimum as grade 'C' only.

The list of the successful candidates shall be arranged as under:-

- a) A candidate who have secured 60% or above marks shall be considered to have passed in the First Division.
 - b) Candidates who have secured 50% or above but below 60% shall be considered to have passed in second division.
 - c) The grade obtained by a candidate in dissertation and viva-voce shall be mentioned separately.
 - d) Candidates who have secured less than 50% marks in written papers etc. and grade 'F' in dissertation and viva-voce shall be considered to have failed in the Exam.
18. The tuition fee for the student of M. Phil. Course shall be the same as for the M.A. student. Tuition fee for M. Phil course shall not be charged from the teachers in the University or its affiliated colleges.
19. A successful candidate may, if permitted by the Head of the Deptt. publish wholly or in part his Dissertation as a paper in journals of repute.
20. The Ordinance in force at the time a student joins the course shall hold good only for the examination held during or at the end of academic year and nothing in this Ordinance shall be deemed to debar the University from amending the Ordinance and the amended Ordinance, if any, shall apply to all students, whether old or new.
21. Candidates admitted to the M.Phil. course in 1990-91 or earlier shall be governed by the old rules. The new rules shall be applicable w.e.f. the admission of the academic session 1995-96.

**SCHEME OF EXAMINATION FOR THE PROGRAMME
OF MASTER OF PHILOSOPHY IN COMMERCE-1999 2000**

The entire programme of Master of Philosophy in Commerce shall be of one year duration. The examination shall ordinarily be held annually in the month of April or on the dates prescribed by the Vice-Chancellor. The whole programme of M.Phil. (Commerce) consists of Five courses. The examination in each course shall be three hours duration and of 100 marks. The course shall be as under :-

Compulsory Courses

- M.Phil. 101 Research Methodology
- M.Phil. 102 Quantitative Techniques
- M.Phil. 103 Seminar
- M.Phil. 104 Dissertation

Optional Courses (Only one course is to be offered)

- M.Phil. 105 Contemporary Accounting
- M.Phil. 106 Marketing Management
- M.Phil. 107 Financial Management.
- M.Phil. 108 Organisational Behaviour

M.Phil (Commerce)

Syllabi and Courses of Reading

M.Phil 101 **Research Methodology** Max. Marks : 100
Time : 3 Hours

1. Nature, objective, identification and formulation of research problems, Hypothesis, Concepts and Variables.
2. Research Design : Exploratory and formulative, Descriptive and Diagnostic and experimental.
3. Sampling Design : Census and Sample survey, Determination of sampling, random, stratified, multistage, problems in sampling.
4. Measurement and Scaling Techniques, Measurement scales and tools of scaling, Meaning, classification of techniques, equal and separating intervals, Differential Scales, Summated Scales, Scale analysis.

5. Data Procurement, Primary and Secondary Data, Sources of Secondary and primary data, observation, Interviews, Questionnaire and Schedule Construction.
6. Processing of Data : Processing operations, Editing of data, Coding of data, preparation of code manual, Tabulation.
7. Interpretation of data and drawing inferences.
8. Presentation of findings and Research report, Techniques of Report Writing.

M.Phil. 102 **Quantitative Techniques** Max. Marks : 100

Time : 3 Hours

1. Quantitative techniques-An introduction to quantitative techniques, classification of Quantitative techniques., role of quantitative techniques in business and industry, limitations of quantitative techniques.
2. Sampling-Sampling techniques, Sampling errors, tests of sampling-T-test, Z-test and Chi-square test.
3. Correlation and Regression-Simple, Partial and multiple.
4. Analysis of variance-one way classification, two way classification.
5. Linear programming (L.P.) uses, applications, data requirement and limitations, graphical and simplex solution of L.P.
6. Business forecasting-Variou methods of business forecasting, uses, problems and limitations of business forecasting methods.
7. Input-output analysis, input-output tables, significance of input-output analysis, limitations.

M.Phil. 105 (Optional)

Contemporary Accounting

Max. Marks : 100

Time : 3 Hours.

1. Accounting standards : Concept, relevance, contribution of International Accounting Standards, Committee and Accounting Standards Board, India in the field (detailed study of only the standards of Accounting Standards Board of India, is required).

2. Accounting for changing prices : Concept, importance and limitation, methods suitability in Indian context conversion of convention accounts into inflation adjusted accounts.
3. Accounting for human resources : concept, importance, methods, Indian experience.
4. Accounting for Social Responsibility concept, importance, limitations, Indian experience.
5. External Reporting : Requirements as per Companies Act, 1956. Ideal disclosure, critical evaluation of modern disclosure practices in India.

M.Phil. 106 (Optional) Marketing Management

Max. Marks : 100

Time : 3 Hours

1. Nature, scope and importance of Marketing : The marketing concept.
2. Buyer behaviour, Market Segmentation and target marketing.
3. The product : product concept; product line and product mix; New product development; Branding, packaging; product life cycle.
4. The prices pricing objectives, price setting in practice; Pricing Policies and strategies.
5. Distribution channels and physical distribution; Channel design; channel selection, motivation and evaluation; importance, scope and objectives of physical distribution.
6. Promotion decisions ; Objectives and importance; Communication and promotion; promotional mixes and strategies.
7. Marketing of services : Nature and importance; marketing concept and service marketing; A programme for marketing of services; Further outlook in service marketing.

M.Phil. 107 (Optional) Financial Management

Max. Marks : 100

Time : 3 Hours

1. The Finance Function; Goals, Objectives and Functions of Financial Management, Organisation of the finance function in India enterprises.
2. Capital Budgeting, Meaning, Importance and Rational of Capital Budgeting, Techniques of capital Budgeting, Relevance of Capital Budgeting techniques in Indian conditions; Capital Budgeting practices in India. Capital Budgeting under conditions of risk and uncertainty Indian Experience.
3. Cost of Capital : Definition, concepts and measurement, Attempts at measurement of Cost of capital in Indian Industries.
4. Financing Decision : The concept of leverage Meaning and measurement, Analysis, Theories of Capital Structure, relevance of Financial structure theories in India, Capital Structure planning Indian Enterprises; Lease Financing in India.
5. Dividend Decisions: Various form of dividends as found in India, Theories of Dividend and their applicability in India Dividend decisions in Indian Enterprises.
6. Working Capital Management; The concept of working capital need for working capital, determinants of working capital and their relevance in India, Financing Mix for working capital requirements and the practices followed by Indian Enterprises.

Management of Cash, Receivables and Inventory—Basic strategies and their relevance in India, practices followed by Indian Enterprises,
7. Tax Planning for Financial Decisions— Significance and Indian Experience.

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M.Phil. 105 (Optional) **Contemporary Accounting**

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7. Tax Planning for Financial Decisions— Significance and Indian Experience.

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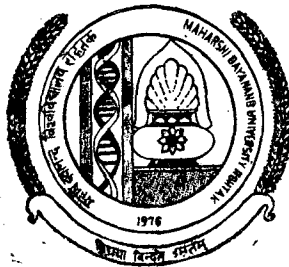
Max. Marks : 100

Time : 3 hrs.

1. Concept of Organisational Behaviour; Organisation and organisational Behaviour; Contribution of various Disciplines to Organizational Behaviour; Organizational Behaviour and Management.
2. Research in Organizational Behaviour; Purpose of Research Research Terminology; Evaluating Research Design.
3. Fundamentals of Individual Behaviour; Biographical Characteristics, Age, Sex, Marital Status, Number of Dependents, Ability; personality; learning.
4. Perception; Concept and Significance of perception; Factors influencing Perception; Perception and Individual Decision Making.
5. Foundations of Group Behaviour; Defining and Classifying Groups; why people join groups, Stages of Groups Development; Group Structure; Inter-Group Relations; Factors effecting inter-group Relations; Methods for Managing Inter Group relations.
6. Values : Importance of values. Sources of our Value Systems; Types of Values. Attitudes; Sources of Attitudes; Types of Attitudes; Attitudes and Consistency; Cognitive Dissonance Theory.
7. Organizational Culture; Concept and Significance of Organization Organizational Culture; Creating and Sustaining Culture, How Employees Learn Culture.
8. Work Stresses : Concept of Stress Potential Sources of Stress, Stress Management Strategies—Individual Approaches and Organizational Approaches.

Maharshi Dayanand University Rohtak

2



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Session—1999-2000

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 - c) In case of Hindi/Sanskrit/English
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(In the case of dissertation of M.Phil. (Sanskrit), the option of writing the same in English, Hindi or Sanskrit may be allowed irrespective of the option the candidates may have offered for the theory papers.

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<u>Grade</u>	<u>Numerical value</u>
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The result of a candidate shall be declared only if his dissertation etc. has been evaluated minimum as grade 'C' only.

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- a) A candidate who have secured 60% or above marks shall be considered to have passed in the First Division.
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- M.Phil. 104 Dissertation

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M.Phil (Commerce)

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2. Research Design : Exploratory and formulative, Descriptive and Diagnostic and experimental.
3. Sampling Design : Census and Sample survey, Determination of sampling, random, stratified, multistage, problems in sampling.
4. Measurement and Scaling Techniques, Measurement scales and tools of scaling, Meaning, classification of techniques, equal and separating intervals, Differential Scales, Summated Scales, Scale analysis.

5. Data Procurement, Primary and Secondary Data, Sources of Secondary and primary data, observation, Interviews, Questionnaire and Schedule Construction.
6. Processing of Data : Processing operations, Editing of data, Coding of data, preparation of code manual, Tabulation.
7. Interpretation of data and drawing inferences.
8. Presentation of findings and Research report, Techniques of Report Writing.

M.Phil. 102 **Quantitative Techniques** Max. Marks : 100
Time : 3 Hours

1. Quantitative techniques-An introduction to quantitative techniques, classification of Quantitative techniques., role of quantitative techniques in business and industry, limitations of quantitative techniques.
2. Sampling-Sampling techniques, Sampling errors, tests of sampling-T-test, Z-test and Chi-square test.
3. Correlation and Regression-Simple, Partial and multiple.
4. Analysis of variance-one way classification, two way classification.
5. Linear programming (L.P.) uses, applications, data requirement and limitations, graphical and simplex solution of L.P.
6. Business forecasting-Various methods of business forecasting, uses, problems and limitations of business forecasting methods.
7. Input-output analysis, input-output tables, significance of input-output analysis, limitations.

M.Phil. 105 (Optional) **Contemporary Accounting**

Max. Marks : 100
Time : 3 Hours.

1. Accounting standards : Concept, relevance, contribution of International Accounting Standards, Committee and Accounting Standards Board, India in the field. (detailed study of only the standards of Accounting Standards Board of India, is required).

(3)

2. Accounting for changing prices : Concept, importance and limitation, methods suitability in Indian context conversion of convention accounts into inflation adjusted accounts.
3. Accounting for human resources : concept, importance, methods, Indian experience.
4. Accounting for Social Responsibility concept, importance, limitations, Indian experience.
5. External Reporting : Requirements as per Companies Act, 1956. Ideal disclosure, critical evaluation of modern disclosure practices in India.

M.Phil. 106 (Optional) Marketing Management

Max. Marks : 100

Time : 3 Hours

1. Nature, scope and importance of Marketing : The marketing concept.
2. Buyer behaviour, Market Segmentation and target marketing.
3. The product : product concept; product line and product mix; New product development; Branding, packaging; product life cycle.
4. The prices pricing objectives, price setting in practice; Pricing Policies and strategies.
5. Distribution channels and physical distribution; Channel design; channel selection, motivation and evaluation; importance, scope and objectives of physical distribution.
6. Promotion decisions ; Objectives and importance; Communication and promotion; promotional mixes and strategies.
7. Marketing of services : Nature and importance; marketing concept and service marketing; A programme for marketing of services; Further outlook in service marketing.

(4)

M.Phil. 107 (Optional) Financial Management

Max. Marks : 100

Time : 3 Hours

1. The Finance Function; Goals, Objectives and Functions of Financial Management, Organisation of the finance function in India enterprises.
2. Capital Budgeting, Meaning, Importance and Rational of Capital Budgeting, Techniques of capital Budgeting, Relevance of Capital Budgeting techniques in Indian conditions; Capital Budgeting practices in India. Capital Budgeting under conditions of risk and uncertainty Indian Experience.
3. Cost of Capital : Definition, concepts and measurement, Attempts at measurement of Cost of capital in Indian Industries.
4. Financing Decision : The concept of leverage Meaning and measurement, Analysis, Theories of Capital Structure, relevance of Financial structure theories in India, Capital Structure planning Indian Enterprises; Lease- Financing in India.
5. Dividend Decisions: Various form of dividends as found in India, Theories of Dividend and their applicability in India Dividend decisions in Indian Enterprises.
6. Working -Capital Management; The concept of working capital need for working capital, determinants of working capital and their relevance in India, Financing Mix for working capital requirements and the practices followed by Indian Enterprises.

Management of Cash, Receivables and Inventory—Basic strategies and their relevance in India, practices followed by Indian Enterprises,

7. Tax Planning for Financial Decisions— Significance and Indian Experience.

(5)

M.Phil. 108 (Optional) Organisational Behaviour

Max. Marks : 100

Time : 3 hrs.

1. Concept of Organisational Behaviour; Organisation and organisational Behaviour; Contribution of various Disciplines to Organizational Behaviour; Organizational Behaviour and Management.
2. Research in Organizational Behaviour; Purpose of Research Research Terminology; Evaluating Research Design.
3. Fundamentals of Individual Behaviour; Biographical Characteristics, Age, Sex, Marital Status, Number of Dependents, Ability; personality; learning.
4. Perception; Concept and Significance of perception; Factors influencing Perception; Perception and Individual Decision Making.
5. Foundations of Group Behaviour; Defining and Classifying Groups; why people join groups, Stages of Groups Development; Group Structure; Inter-Group Relations; Factors effecting inter-group Relations; Methods for Managing Inter Group relations.
6. Values : Importance of values. Sources of our Value Systems; Types of Values. Attitudes; Sources of Attitudes; Types of Attitudes; Attitudes and Consistency; Cognitive Dissonance Theory.
7. Organizational Culture; Concept and Significance of Organization Organizational Culture; Creating and Sustaining Culture, How Employees Learn Culture.
8. Work Stresses : Concept of Stress Potential Sources of Stress, Stress Management Strategies—Individual Approaches and Organizational Approaches.